

**U.S. Embassy Ottawa**  
**Public Notice**

ACTION CODE: P - Pre-Solicitation

DATE POSTED: February 22, 2021

CLASSIFICATION CODE: S299 – Housekeeping – Other

NAICS CODE: 561720 – Janitorial Services

**CONTRACTING OFFICE ADDRESS:**

Dymon Storage, c/o US Embassy  
323 Coventry Road, Box 101  
Ottawa, ON, K1K 3X6  
Attn. GSO / Contracting Officer

SUBJECT: U.S. Embassy Chancery Window & Stainless Steel Cleaning Services

PROPOSED SOLICITATION NUMBER: 19CA5221Q0013

**POINT OF CONTACT:**

Keitha Lynch  
Contract Specialist  
lynchka@state.gov

PLACE OF PERFORMANCE: Ottawa, ON

**DESCRIPTION OF REQUIREMENTS:**

U.S. Embassy in Ottawa has a requirement for Chancery window & stainless steel cleaning services.

Please note this solicitation is not ready to be issued as of this date. The Embassy of the United States in Ottawa will launch the solicitation on the U.S. Embassy Ottawa website when it is available.

All responsible sources may submit a quotation which will be considered.

The Government intends to award a contract resulting from this solicitation to the lowest priced technically acceptable offeror who is a responsible contractor. The Government may award the contract based on the initial offer without discussion. The resultant contract will be a firm fixed price type contract.

The Government is planning a pre-quotation conference and the date for this conference will be included in the solicitation.

All contractors have to be registered in the SAM (System for Award Management) Database <https://www.sam.gov> prior to contract award pursuant to FAR provision 5.207. Therefore prospective offerors are encouraged to register prior to the submittal of quotations/proposals. The guidelines for registration in SAM are also available at the above web address.